



INVITATION TO BID
For

- a. Procurement ID/Contract ID: 25GCJ0040
Contract Name: Supply and Delivery of Toner Cartridges for Photocopying Machines (Sharp)
Contract Location: Parsolingan, Gerona, Tarlac
Brief Description: Supply and Delivery
Approved Budget for the Contract (ABC): Php 1,428,200.00
Source of Funds: GAA 2025 EAO
Cost of Bid Documents: Php 5,000.00
Contract Duration: 30 calendar days
1. The **DPWH-Tarlac 1st District Engineering Office** through the **GAA 2025 EAO** intends to apply the sum of **as stated above** being the ABC to payments under the contract for **above-named procurement**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
 2. The **DPWH-Tarlac 1st District Engineering Office** now invites bids for the above Procurement Project. Delivery of the Goods is required by **30 calendar days**. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
 3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "*pass/fail*" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.
 4. Prospective Bidders may obtain further information from **DPWH-Tarlac 1st District Engineering Office** and inspect the Bidding Documents at the address given below during **8:00 A.M. to 5:00 P.M. Monday to Friday**.
 5. A complete set of Bidding Documents may be acquired by interested bidders from the given address and website/s **as stated below** and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount **as stated above**.

| Activity | Time | Place |
|--|--|--|
| 1. Issuance/Downloading of Bidding Documents | <i>July 17, 2025 to August 7, 2025</i> | <i>BAC Secretariat Office, DPWH-Tarlac 1st DEO; DPWH Website (www.dpwh.gov.ph.); PhilGEPS</i> |
| 2. Pre-Bid Conference | <i>July 25, 2025 at 10:00 A.M.</i> | <i>Conference Room, DPWH-Tarlac 1st DEO; https://youtube.com/@DPWH.Tarlac1DEO</i> |
| 3. Receipt by the BAC of Bids | <i>Deadline: August 7, 2025 at 10:00 A.M.</i> | <i>Conference Room, DPWH-Tarlac 1st DEO</i> |
| 4. Opening of Bids | <i>August 7, 2025 at 10:00 A.M. right after the deadline of receipt of Bids</i> | <i>Conference Room, DPWH-Tarlac 1st DEO; https://youtube.com/@DPWH.Tarlac1DEO</i> |

A complete set of Bidding documents may also be downloaded free of charge from the websites **as stated above** provided that the bidders shall pay the applicable fee for the Bidding Documents not later than the submission of bids.

6. The **DPWH-Tarlac 1st District Engineering Office** will hold a Pre-Bid Conference **as stated above**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission on or before ***August 7, 2025 at 10:00 A.M.*** Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on ***August 7, 2025 at 10:00 A.M.*** at **Conference Room, DPWH-Tarlac 1st DEO** and/through live stream on Youtube: ***<https://youtube.com/@DPWH.Tarlac1DEO>***. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **DPWH-Tarlac 1st District Engineering Office** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

BAC Secretariat : **MIGUEL C. MALVAR (Head)**
LENIN C. CABALU (Co-head)
 Address : DPWH Tarlac 1st DEO – Brgy. Parsolingan, Gerona, Tarlac
 Telephone No. : (045) 491-1529
 Email Address : *malvar.miguel@dpwh.gov.ph*

12. You may visit the following websites:

For downloading of Bidding Documents: **DPWH Website (www.dpwh.gov.ph);**
PhilGEPS

Date of Issue: July 17, 2025

VICTOR S. ONG JR.
BAC – Chairperson

Noted:

For and in the absence
of District Engineer :

AGNES P. JACINTO
Asst. District Engineer

NEIL C. FARALA
District Engineer

RO3.19.5 ESG/EBG